

February 3, 2016  
City Council Minutes  
Mount Vernon City Hall  
213 1<sup>st</sup> Street NW  
Mount Vernon, Iowa

The Mount Vernon City Council met February 3, 2016 at the Mount Vernon City Hall Council Chambers with the following members present: Roudabush, Tuerler, Wieseler, Christensen and Rose.

At 6:30 p.m. Mayor Jamie A. Hampton called the meeting to order and stated that J-2 will not be discussed as Mr. Halsey has decided not to resign from the Ambulance Board.

**Agenda:**

Motion by Wieseler, seconded by Tuerler to approve the agenda. Carried all.

**Consent Agenda:**

Rose said that he would like a clarification to agenda item #7 from the 1-18-2016 council meeting and the minutes to reflect that the gym was open three separate days, three hours each day. Rose motioned to approve the Consent Agenda which includes the 1-18-2016 meeting minutes clarification, the minutes for the 1-25-2016 meeting, C&D Lounge liquor license, and the Fire Dept. Advisory Board liaison appointment. Seconded by Tuerler. Carried all.

**CLAIMS FOR APPROVAL**

|                              |                                  |          |
|------------------------------|----------------------------------|----------|
| ALLIANT IES UTILITIES        | ENERGY USAGE-ST LIGHTS           | 3,102.81 |
| ALLIANT IES UTILITIES        | ENERGY USAGE-SEW                 | 3,010.74 |
| ALLIANT IES UTILITIES        | ENERGY USAGE-WAT                 | 1,397.47 |
| ALLIANT IES UTILITIES        | ENERGY USAGE-SEW                 | 831.23   |
| ALLIANT IES UTILITIES        | ENERGY USAGE-ST LIGHTS           | 176.96   |
| ALLIANT IES UTILITIES        | ENERGY USAGE-EMA                 | 65.75    |
| ALLIANT IES UTILITIES        | ENERGY USAGE-P&REC               | 24.01    |
| ALLIANT IES UTILITIES        | ENERGY USAGE-CEM                 | 19.90    |
| ALLIANT IES UTILITIES        | ENERGY USAGE-P&REC               | 19.31    |
| AM WELDING & FABRICATION     | SNOW PLOW/BLADE REPAIR-RUT       | 650.00   |
| AM WELDING & FABRICATION     | REPLACE STEEL/SWEEPER BOTTOM     | 700.00   |
| ARAMARK                      | RUGS-FD                          | 57.79    |
| AUTO WORX                    | IGNITION COIL, SPARK PLUG, LABOR | 548.10   |
| B4 BRANDS                    | HANDSOAP-P&A                     | 46.77    |
| BALICEK, RITA                | CLEANING SERVICE-P&A, PD         | 75.00    |
| BALICEK, RITA                | CLEANING SERVICE-P&A             | 52.50    |
| BALICEK, RITA                | CLEANING SERVICE-P&A, PD         | 75.00    |
| BENHART, SHERRIE             | CLEANING SERVICE-P&A, PD         | 75.00    |
| BENHART, SHERRIE             | CLEANING SERVICE-P&A             | 52.50    |
| BENHART, SHERRIE             | CLEANING SERVICE-P&A             | 75.00    |
| BRADLEY HAUGE CPA            | PROFESSIONAL SERVICES-P&A        | 1,620.00 |
| BUSER, ROBERT M              | NORARY RENEWAL REIMB-EMA         | 30.00    |
| CAMPBELL SUPPLY CEDAR RAPIDS | GLOVES-PW                        | 214.00   |
| CAMPBELL SUPPLY CEDAR RAPIDS | GLOVES, HARNESS, LANYARD-PW      | 173.60   |
| CAMPBELL SUPPLY CEDAR RAPIDS | GLOVES-PW                        | 54.88    |

|                                   |                                     |           |
|-----------------------------------|-------------------------------------|-----------|
| CARQUEST OF LISBON                | VEHICLE MAINT-PW                    | 703.91    |
| CEDAR RAPIDS TIRE                 | TIRES,MOWER/GATOR-PW                | 394.36    |
| CENTURY LINK                      | PHONE CHGS-P&A                      | 474.01    |
| CENTURY LINK                      | PHONE CHGS-SEW                      | 168.19    |
| CENTURY LINK                      | PHONE CHGS-PD                       | 103.71    |
| CENTURY LINK                      | PHONE CHGS-FD                       | 101.86    |
| CENTURY LINK                      | PHONE CHGS-SEW                      | 87.31     |
| CENTURY LINK                      | PHONE CHGS-WAT                      | 50.07     |
| CENTURY LINK                      | PHONE CHGS-RUT                      | 48.07     |
| CITY WIDE CONSTRUCTION CORP       | STEPS/SIDEWALK                      | 657.00    |
| COMFORT SOLUTIONS                 | HEATER/SHOP-RUT                     | 1,370.00  |
| COMMUNITY DEVELOPMENT GROUP       | HOTEL/MOTEL TAX PYMT-ECON DEV       | 18,438.28 |
| CORNELL COLLEGE                   | SELF DEFENSE MANUALS-PD             | 37.10     |
| CUSTOM HOSE & SUPPLIES INC        | HOSE/SANDBLASTER-PW                 | 30.44     |
| DEPOSIT REFUNDS                   | DEPOSIT REFUND-WAT                  | 66.27     |
| DIESEL TURBO SERVICES INC         | BATTERIES/EMERGENCY LIGHTS          | 161.00    |
| DIESEL TURBO SERVICES INC         | SKID LOADER REPAIR-RUT              | 43.80     |
| ELECTRONIC ENGINEERING CORP       | PAGER SERVICE-EMA                   | 331.55    |
| ELLIOTT'S UPTOWN FITNESS CENTER   | RENT-P&REC                          | 660.00    |
| FIREHOUSE                         | RENEW SUBSCRIPTION-EMA              | 79.95     |
| GALLS INC                         | UNIFORMS-PD                         | 29.52     |
| GORDON LUMBER COMPANY             | BLDG SUPPLIES-PW                    | 407.78    |
| GROUP SERVICES                    | INSURANCE-ALL DEPTS                 | 24.15     |
| GROUP SERVICES INC                | INSURANCE-ALL DEPTS                 | 24,127.98 |
| HAWKEYE ELECTRICAL CONT           | SAUTER PARK TRAIL LIGHTING-LOST III | 52,710.00 |
| INTERNATIONAL ASSOC OF EMERGENCY  | MEMBERSHIP-EMA                      | 185.00    |
| IOWA D.A.R.E. ASSOCIATION         | MEMBERSHIP-PD                       | 50.00     |
| IOWA DEPARTMENT OF TRANSPORTATION | 2.0 TESTER SALIMETER HYDROMETER-RUT | 30.00     |
| IOWA ONE CALL                     | LOCATES-WAT,SEW                     | 21.70     |
| IOWA PRISON INDUSTRIES            | PLASTIC BAGS-PW                     | 378.64    |
| IOWA SOLUTIONS INC                | COUNTY ATTORNEY SETUP-PD            | 115.00    |
| IOWA SOLUTIONS INC                | DBR BACKUP-ALL DEPTS                | 330.00    |
| KONE INC                          | DETECTOR EDGE CONTROL BOX-P&A       | 963.00    |
| LINN CO-OP OIL CO                 | FUEL-SHOP,GENERATORS                | 897.93    |
| LINN COUNTY TREASURER'S OFFICE    | CITY ELECTION NOVEMBER 3, 2015      | 3,240.96  |
| LYNCH FORD                        | LOCK LEVER/EXPLORER-RUT             | 15.99     |
| LYNCH FORD                        | LOCK/EXPLORER-WAT                   | 7.42      |
| MENARDS                           | 100' WIRE,BREAKER,SWITCH,LED        | 105.40    |
| MOEL, STEVE                       | FITNESS MEMBERSHIP-PD               | 100.00    |
| MOORE MEDICAL CORP.               | MEDICAL SUPPLIES-FD                 | 684.65    |
| MOUNT VERNON ACE HARDWARE         | SUPPLIES,TREE MAINT,EQUIP-ALL DEPTS | 881.75    |
| MOUNT VERNON BANK & TRUST CO      | NSF CHECK-WAT                       | 230.00    |
| MOUNT VERNON BANK & TRUST CO      | NSF CHECK-WAT                       | 195.00    |
| MOUNT VERNON BANK & TRUST CO      | NSF CHECK-WAT                       | 5.00      |
| MOUNT VERNON LISBON SUN           | ADS/PUBLICATIONS-P&REC              | 1,030.33  |
| MOUNT VERNON POLICE RESERVES      | SPECIAL EVENTS-PD                   | 12.00     |
| MUNICIPAL MGMT CORP.              | LOCATE LEAK-WAT                     | 400.00    |
| NEAL'S WATER CONDITIONING SERVICE | WATER/SALT-P&REC,P&A                | 21.75     |
| OVERHEAD DOOR CO                  | BLDG MAINT-FD                       | 124.12    |
| PAYROLL                           | CLAIMS                              | 45,939.27 |
| PAYROLL                           | CLAIMS                              | 52,368.50 |
| POSTMASTER                        | STANDARD MAIL FEE                   | 225.00    |

|                                |                                    |            |
|--------------------------------|------------------------------------|------------|
| POSTMASTER                     | UTIL BILL POSTAGE-WAT,SEW,S/W      | 396.22     |
| RADIO COMMUNICATIONS CORP      | SIREN BUTTON-PD                    | 35.00      |
| ROTO-ROOTER                    | SEWER BACKUP COMPLAINTS/5TH,6TH ST | 1,050.00   |
| SIDERS, MATT                   | MILEAGE-P&REC                      | 109.08     |
| SIMMONS PERRINE MOYER BERGMAN  | LEGAL FEES-P&A                     | 3,319.75   |
| ST LUKE'S WORK WELL SOLUTIONS  | DRUG TEST-WAT,SEW                  | 20.00      |
| STAPLES ADVANTAGE              | SUPPLIES-P&A                       | 459.71     |
| STAPLES ADVANTAGE              | SUPPLIES-P&A                       | 72.19      |
| TEMP VENDOR                    | TOBACCO COMPLIANCE CHECK-PD        | 50.00      |
| THOMAS, RICHARD                | WEB HOSTING-MVHPC                  | 395.64     |
| THOMPSON TRUCK & TRAILER INC   | VEHICLE MAINT-PW                   | 473.19     |
| TREASURER STATE OF IOWA        | SALES TAX                          | 3,788.00   |
| UNITYPOINT CLINIC-OCCUPATIONAL | MEMBERSHIP DUES-PW                 | 50.00      |
| US BANK                        | SUPPLIES, MEMBERSHIP, MAINT        | 896.79     |
| US CELLULAR                    | CELL PHONE-ALL DEPTS               | 498.97     |
| VEENSTRA & KIMM INC            | 2015 STR IMPROVEMENTS GENERAL      | 3,283.70   |
| VEENSTRA & KIMM INC            | MUNICIPAL POOL IMPROVEMENTS        | 2,570.56   |
| VEENSTRA & KIMM INC            | HWY 30 BYPASS COORDINATION         | 553.75     |
| VEENSTRA & KIMM INC            | CITY ENGINEERING GENERAL           | 142.00     |
| WAPSI WASTE SERVICE            | GB, RECY, LEAF-SW                  | 22,402.05  |
| WENDLING QUARRIES              | SAND-RUT                           | 431.01     |
| WENDLING QUARRIES              | ROCK-WAT                           | 128.38     |
|                                | TOTAL                              | 264,139.03 |

### **Motions for Approval:**

Consideration of Claims List: Tuerler motioned to approve the Claims and Additional Claims list, seconded by Wieseler. Carried all.

Discussion/consideration of moving February 15<sup>th</sup> Council Meeting: As February 15, 2016 is President's Day and a holiday staff City Administrator Chris Nosbisch suggested that Council consider changing the meeting date to February 17, 2016. Tuerler motioned to change the date of the 2<sup>nd</sup> meeting in February to February 17, 2016, seconded by Wieseler. Carried all.

Discussion/consideration of Pay Estimate #5 – 2015 Street Improvement Project: Nosbisch said the pay estimate amount is for \$108,619.20 payable to Ricklefs Excavating and although there are some open insurance claims it doesn't allow the City to withhold payment when due. There is retainage money. Nosbisch said that V&K Engineering representative Dave Schechinger was present to answer any questions Council may have had. Nosbisch recommended payment be made. Tuerler motioned to approve payment of Pay Estimate #5 for the 2015 Street Improvement project to Ricklefs Excavating, seconded by Rose. Carried all.

Discussion/consideration of Police Department employment offer: Chief Doug Shannon extended an offer of employment to Morgan Mehlert subject to completion of a physical. Chief Shannon said that Mehlert is already certified and is a full time officer in the City of Urbana. Shannon said that he will talk with Nosbisch about a pay rate; an officer usually starts at the probationary level but because of his (Mehlert) experience he wants to make sure the City offers a competitive wage. As part of the Personnel Committee and one who helped review resumes Tuerler agreed with Chief

Shannon. Rose motioned approval of an employment offer to Morgan Mehlert, seconded by Tuerler. Carried all.

**Discussion Items (No Action):**

Employee Safety Training: Nosbisch explained that public works will be starting a new safety training program and has contacted the Iowa Association of Municipal Utilities and the Eastern Iowa Area Safety and Support Organization. An annual membership to IAMU would cost \$715.80 per year and \$3,427.94 to join EIASSO. Several classes are offered every year in different towns and can provide the OSHA, DNR, and DOT training set forth in state and federal code. Nosbisch said that no action was required now but would ask for Council's approval at a future meeting after they have had time to review the information.

FY2016-2017 Budget: Nosbisch stated that staff has not changed anything on the budget but wanted to give Council one more opportunity to ask questions.

**Reports of Mayor/Council/Administrator:**

City Administrator Nosbisch reported to Council: at the next meeting he will be bringing a purchasing policy for council to review. He has asked all Department Heads to start using purchase orders which will help to better track purchases. A meeting was held this past week with Jake Krob and Scott Rose to discuss KMVL and going a direction that may be more cost effective for the City. He has asked Dave Schechinger (V&K Engineering) to update and further the five year plan (for water, sewer, streets). A report put together by the Iowa League of Cities regarding revenues and expenditures was given to Council. Rose asked if Mount Vernon's expenditures mirrored those in the 3k to 9,999 population graph. Nosbisch replied that he hasn't done that yet but could for the next council meeting. A copy of The Comprehensive Plan was given to Council. Nosbisch said that he will be contacting some of the individuals that were at P&Z to discuss with them some of their concerns they brought up at the meeting. He hopes to bring before Council for final adoption sometime in April-May. In his conversations it has been determined that the Comp Plan is a necessary item for Linn County to formalize the fringe area agreement. Tuerler asked if there have been updates from the State in terms on when they anticipate starting on the bypass. Nosbisch said he has not received anything but plans on reaching out to Linn County and the States' system planning office. Rose asked what the process will be for Comp Plan Adoption to which Nosbisch suggested that it be on an agenda as a discussion item advertised as a public forum and then when it is adopted have a public hearing.

**Adjournment:**

As there was no further business to attend to the meeting adjourned the time being 7:12 p.m., February 3, 2016.

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Sue Ripke  
Assistant City Administrator/Clerk